



County of Los Angeles
CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration
500 West Temple Street, Room 713, Los Angeles, California 90012
(213) 974-1101
<http://ceo.lacounty.gov>

WILLIAM T FUJIOKA
Chief Executive Officer

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

November 17, 2009

25 November 17, 2009

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Board of Supervisors
GLORIA MOLINA
First District

MARK RIDLEY-THOMAS
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

Dear Supervisors:

**DEPARTMENT OF PUBLIC WORKS: FIRE DEPARTMENT
FIRE CAMP 8 JET FUEL DISPENSING TANK PROJECT
CITY OF MALIBU
APPROVE REVISED BUDGET
ADOPT AND ADVERTISE
SPECS. 7002 – CAPITAL PROJECT NO. 70952
(THIRD DISTRICT) (3 VOTES)**

SUBJECT

Adoption of plans and specifications, and advertisement for bids for the Fire Camp 8 Jet Fuel Dispensing Tank Project, Capital Project No. 70952.

JOINT RECOMMENDATION WITH THE FIRE CHIEF THAT YOUR BOARD, ACTING AS THE GOVERNING BODY OF THE CONSOLIDATED FIRE PROTECTION DISTRICT OF LOS ANGELES COUNTY:

1. Adopt plans and specifications for the Fire Camp 8 Jet Fuel Dispensing Tank Project at an estimated \$190,000 construction cost, and instruct the Executive Officer of your Board to advertise for bids to be received and opened on December 15, 2009, in accordance with the Instruction Sheet for Publishing Legal Advertisements.
2. Authorize the Director of Public Works to execute a consultant services agreement with the apparent Lowest Responsive and Responsible Bidder to prepare a baseline construction schedule for a \$2,000 not-to-exceed fee and to

"To Enrich Lives Through Effective And Caring Service"

**Please Conserve Paper – This Document and Copies are Two-Sided
Intra-County Correspondence Sent Electronically Only**

BID 12/15/09 @ 11:00 am

establish the effective date following determination from the Director of Public Works of the apparent Lowest Responsive and Responsible Bidder.

3. Approve the \$408,000 revised total project budget, from \$330,000, for the Fire Camp 8 Jet Fuel Dispensing Tank Project, Capital Project No. 70952.
4. Approve the appropriation adjustment to transfer \$78,000 from the Fire District's Capital Project Accumulated Capital Outlay Fund, Services and Supplies, appropriation to Capital Project No. 70952, Fire Camp 8 Jet Fuel Dispensing Tank project to fund project costs.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended actions will allow the Department of Public Works (Public Works) to advertise for the installation of a new 4,000-gallon above-ground jet fuel dispensing tank with associated components at Fire Camp 8 located at 1900 South Rambla Pacifico in the City of Malibu.

The proposed project consists of installation of a new 4,000-gallon above-ground jet fuel tank to supplement the existing 1,500-gallon tank at Fire Camp 8, which will enhance the air operations response capability during peak fire season in the Malibu area. The new tank will consist of a double-walled, cement-jacketed fuel tank with a leakage monitoring and alarm system, and will be placed on a concrete slab with a secondary containment berm and concrete masonry unit enclosure designed to prevent leakage into the groundwater in accordance with current environmental standards.

STV Incorporated, an architect/engineer firm, on a Board-approved, as-needed contract managed by Public Works was selected to provide plans and specifications for installing a new 4,000-gallon jet fuel tank. Plans and specifications are now completed, and we are recommending that your Board instruct the Executive Officer to advertise for bids in accordance with the Instruction Sheet for Publishing Legal Advertisements (Attachment B).

The proposed agreement with the apparent Lowest Responsive and Responsible Bidder to prepare a baseline construction schedule that conforms to the County's schedule specification is critical to successfully manage construction activities by both the contractor and the County, and a responsible contractor must be able to produce such a construction schedule. Bid specifications provide that if the apparent lowest bidder fails to complete an acceptable schedule, we may return to your Board to recommend that the bidder be determined nonresponsible and recommend awarding

the construction contract to the next lowest bidder, contingent on that bidder completing a baseline schedule that conforms to the County's specifications.

Implementation of Strategic Plan Goals

The Countywide Strategic Plan directs the provision of Operational Effectiveness (Goal 1) by supporting the Fire Department's efforts to better service the community by enhancing the effectiveness of aerial firefighting and ancillary helicopter operations on wild fire and other emergency incidents.

FISCAL IMPACT/FINANCING

On March 17, 2009, your Board approved a \$330,000 total project budget. Public Works' revised total project budget, including plans and specifications, plan check, construction, change order contingency, equipment, consultant services, County services, and miscellaneous expenditures, is \$408,000, which is an increase of \$78,000 over the previously approved budget.

The difference is primarily attributed to an increase in construction and soft costs due to scope modifications requested by the Fire District. The attached appropriation adjustment (Attachment C) will transfer \$78,000 from the Fire District's Capital Project Accumulated Capital Outlay (A.C.O.) Fund, Services and Supplies, appropriation to Capital Project No. 70952 and fully fund the project. The project is funded by fund balance from the Fire District's A.C.O. fund and a \$90,000 donation from the Katzenberg Family Trust. There is no impact to net County costs.

The Project Schedule and Budget Summary are included in Attachment A.

Upon receipt of bids, we will return to your Board with recommendations to award the construction contract.

Operational Budget Impact

Based on the project description, Fire Camp 8 does not anticipate any one-time, start-up or ongoing costs resulting from the recommended actions. The project provides improvements with maintenance requirements to be fulfilled with existing staff and resources. Should the necessity arise, the Fire Department will work with the Chief Executive Office to determine the appropriate level of maintenance and funding.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Applicable law, including the the State Public Contract Code, requires the County to award construction contracts to the Lowest Responsive and Responsible Bidder, which refers to the firm that: 1) submits the bid with the lowest cost; 2) is deemed by the County to be "responsive" to specific criteria under the solicitation, including, but not limited to licensure, bonding, and insurance requirements; and 3) is determined by the County to be a "responsible" bidder by exhibiting the capability, capacity, experience, trustworthiness, and financial wherewithal to perform the work required under the bid solicitation.

A standard contract, in the form previously approved by County Counsel, will be used. The standard Board-directed clauses that provide for contract termination, renegotiation, and hiring qualified displaced County employees will be included in the contract.

The project specifications contain provisions requiring the contractor to report solicitations of improper consideration by County employees and allowing the County to terminate the contract if it is found that the contractor offered or gave improper consideration to County employees.

As requested by your Board on August 12, 1997, and as a threshold requirement for consideration of contract award, the contractor is willing to consider Greater Avenues for Independence Program/General Relief Opportunities for Work participants for future employment.

As required by your Board, language has been incorporated into the project specifications stating that the contractor shall notify its employees, and shall require each subcontractor to notify its employees, about Board Policy 5.135 (Safely Surrendered Baby Law) and that they may be eligible for the Federal Earned Income Credit under the Federal income tax laws.

Bidders will also be required to show full compliance with Los Angeles County Code, Chapter 2.200 (Child Support Compliance Program) and Chapter 2.203 (Contractor Employee Jury Service Program).

To ensure that the contract is awarded to a responsible contractor with a satisfactory history of performance, bidders are required to report violations of the False Claims Act, their civil litigation history, and information regarding prior criminal convictions. The information reported will be considered before making a recommendation to award.

The project is below the threshold of requirements for Civic Art Policy adopted on December 7, 2004. Therefore, this project does not include 1 percent of design and construction costs to be allocated to the Civic Art Fund.

ENVIRONMENTAL DOCUMENTATION

On March 17, 2009, your Board determined this project to be categorically exempt under the California Environmental Quality Act (CEQA) in accordance with State CEQA Guidelines, Section 15303 (e), and the County of Los Angeles Environmental Reporting Procedures and Guidelines, Class 3, adopted by your Board on November 17, 1987, because the work consists of the installation of new equipment in a small accessory structure to the existing helipad. A notice of exemption was filed with the Registrar-Recorder/County Clerk.

CONTRACTING PROCESS

Advertising for bids will be in accordance with the County's standard Instruction Sheet for Publishing Legal Advertisements (Attachment B). As requested by your Board on February 3, 1998, this contract opportunity will be listed on the Doing Business with Us website.

Participation by Community Business Enterprises (CBE) in the project is encouraged through Public Works' Capital Projects' CBE Outreach Program and by monitoring the good faith efforts of bidders to utilize CBEs.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

There will be no negative impact on current County services during the performance of the recommended services. The facility is currently operational, and construction activities will be coordinated with the administrative and facility staff to minimize the impacts on the community and to maintain safe access during construction.

The Honorable Board of Supervisors
November 17, 2009
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CONCLUSION

Please return one adopted copy of this letter to the Chief Executive Office, Capital Projects Division; Department of Public Works, Project Management Division II; and Fire District.

Respectfully submitted,


WILLIAM T FUJIOKA
Chief Executive Officer


P. MICHAEL FREEMAN
Fire Chief

WTF:GF:PMF:SK
DJT:SW:zu

Attachments

c: Auditor-Controller
County Counsel
Department of Public Social Services (GAIN/GROW Program)
Department of Public Works
Fire Department
Office of Affirmative Action Compliance

November 17, 2009

**DEPARTMENT OF PUBLIC WORKS: FIRE DEPARTMENT
FIRE CAMP 8 JET FUEL DISPENSING TANK PROJECT
CITY OF MALIBU
APPROVE REVISED BUDGET
ADOPT AND ADVERTISE
SPECS. 7002 – CAPITAL PROJECT NO. 70952
(THIRD DISTRICT) (3 VOTES)**

I. PROJECT SCHEDULE

Project Activity	Scheduled Completion Date	Revised Completion Date
Award Design Contract	03/25/09	03/25/09*
Design		
Construction Documents	07/08/09	08/10/09*
Jurisdictional Approvals	08/27/09	10/27/09*
Construction Bid and Award	12/15/09	03/01/10
Construction		
Substantial Completion	04/20/10	06/23/10
Project Acceptance	07/06/10	08/24/10

*Completed activity

II. PROJECT BUDGET SUMMARY

Budget Category	Project Budget	Impact of this Action	Revised Budget
Land Acquisition	\$ 0	\$ 0	\$ 0
Construction			
Low Bid Contract	\$ 150,000	\$ 40,000	\$ 190,000
Bid Contingency	\$ 0	\$ 0	\$ 0
Change Orders (10 percent)	\$ 15,000	\$ 4,000	\$ 19,000
Demolition (JOC)	\$ 0	\$ 10,000	\$ 10,000
Offsite Construction	\$ 0	\$ 0	\$ 0
Equipment	\$ 0	\$ 0	\$ 0
Construction Consultants	\$ 0	\$ 0	\$ 0
Miscellaneous Expense	\$ 0	\$ 0	\$ 0
Telecomm Equipment – Affixed to Building	\$ 0	\$ 0	\$ 0
Civic Arts	\$ 0	\$ 0	\$ 0
Subtotal	\$ 165,000	\$ 54,000	\$ 219,000
Programming/Development	\$ 0	\$ 0	\$ 0
Plans and Specifications	\$ 30,000	\$ 0	\$ 30,000
Consultant Services			
Deputy Inspection	\$ 10,000	\$ 0	\$ 10,000
Site Planning	\$ 0	\$ 0	\$ 0
Hazardous Materials	\$ 0	\$ 0	\$ 0
Geotech/Soils Test	\$ 0	\$ 0	\$ 0
Material Testing	\$ 5,000	\$ 0	\$ 5,000
Cost Estimating	\$ 0	\$ 2,000	\$ 2,000
Topographic Surveys	\$ 0	\$ 0	\$ 0
Construction Management	\$ 0	\$ 0	\$ 0
Construction Administration	\$ 0	\$ 0	\$ 0
Environmental	\$ 0	\$ 0	\$ 0
Move Management	\$ 0	\$ 0	\$ 0
Equipment Planning	\$ 0	\$ 0	\$ 0
Legal	\$ 0	\$ 0	\$ 0
Scheduling	\$ 0	\$ 2,000	\$ 2,000
Contract/Change Order	\$ 0	\$ 0	\$ 0
Other	\$ 0	\$ 0	\$ 0
Subtotal	\$ 15,000	\$ 4,000	\$ 19,000
Miscellaneous Expenditures			
Printing	\$ 3,000	\$ 0	\$ 3,000
Furniture, Fixtures, and Equipment	\$ 0	\$ 0	\$ 0
Subtotal	\$ 3,000	\$ 0	\$ 3,000

II. PROJECT BUDGET SUMMARY (continued)

Budget Category	Project Budget	Impact of this Action	Revised Budget
Jurisdictional Review/Plan Check/Permit	\$ 7,000	\$ 0	\$ 7,000
County Services			
Code Compliance and Quality Control Inspections	\$ 22,000	\$ 5,000	\$ 27,000
Design Review	\$ 0	\$ 0	\$ 0
Design Services	\$ 0	\$ 0	\$ 0
Contract Administration	\$ 15,000	\$ 0	\$ 15,000
AED Support Services	\$ 0	\$ 0	\$ 0
Project Management	\$ 54,300	\$ 13,700	\$ 68,000
Project Management Support Services	\$ 0	\$ 0	\$ 0
Secretarial	\$ 3,700	\$ 300	\$ 4,000
Document Control	\$ 4,000	\$ 1,000	\$ 5,000
ISD Job Order Contract Management	\$ 0	\$ 0	\$ 0
DPW Job Order Contract Management	\$ 0	\$ 0	\$ 0
ISD ITS Communications	\$ 0	\$ 0	\$ 0
Project Security	\$ 0	\$ 0	\$ 0
Project Technical Support	\$ 4,000	\$ 0	\$ 4,000
Consultant Contract Recovery	\$ 4,700	\$ 0	\$ 4,700
Office of Affirmative Action	\$ 2,300	\$ 0	\$ 2,300
County Counsel	\$ 0	\$ 0	\$ 0
Other	\$ 0	\$ 0	\$ 0
Sheriff Job Order Contract Management	\$ 0	\$ 0	\$ 0
Design Services	\$ 0	\$ 0	\$ 0
Subtotal	\$ 110,000	\$ 20,000	\$ 130,000
Total	\$ 330,000	\$ 78,000	\$ 408,000

November 17, 2009

ATTACHMENT B

**DEPARTMENT OF PUBLIC WORKS: FIRE DEPARTMENT
FIRE CAMP 8 JET FUEL DISPENSING TANK PROJECT
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(THIRD DISTRICT) (3 VOTES)**

PUBLISHING LEGAL ADVERTISEMENTS: In accordance with the State of California Public Contract Code Section 20125, you may publish once a week for two weeks in a weekly newspaper or ten times in a daily newspaper. Forward three reprints of this advertisement to Architectural Engineering Division, Department of Public Works, 900 South Fremont Avenue, 8th Floor, Alhambra, California 91803-1331.

**OFFICIAL NOTICE
INVITING BIDS**

Notice is hereby given that the Director of Public Works will receive sealed bids for furnishings, materials, labor, and equipment required to complete construction for the following work:

<u>SD</u>	<u>SPECS</u>	<u>PROJECT</u>	<u>BID DOC.</u> <u>FEE</u>	<u>DATE OF BID</u> <u>OPENING</u>
3	7002	Camp 8 Jet Fuel Dispensing Tank 1900 South Rambla Pacifico City of Malibu	\$25	12/15/09

Copies of the project manual and drawings may be obtained at the Cashier's office, Department of Public Works, 900 South Fremont Avenue, Mezzanine Floor, Alhambra, California 91803, for the fee stated above. For bid information, please call (626) 458-2563. Each bid shall be submitted on the required form, sealed, and filed at the Cashier's office no later than 3:30 p.m. on December 15, 2009. Bids will be publicly opened, examined, and declared by Public Works from 4 to 5 p.m. on this date in Architectural Engineering Division's Conference Room, 900 South Fremont Avenue, 8th Floor, Alhambra, California 91803.

Bids must conform to the drawings and project manual and all bidding requirements. This project requires the prime contractor to possess an active B license classification at the time of bid submittal. The contractor should verify to his/her satisfaction that he/she holds the correct license for this type of project.

PRE-BID CONFERENCE

The Public Works' Project Management Team will hold a prebid conference at 10 a.m. on December 1, 2009, at the project job site. Mr. David Asato will provide information on the project, bidding process, and answer any questions that potential bidders may have. For further directions, please contact Mr. Asato with the Public Works' Project Management Team at (626) 458-2586.

OTHER INSTRUCTIONS

The County supports and encourages equal opportunity contracting. The contractor shall make good faith efforts, as defined in Section 2000 of the Public Contract Code, to contract with Community Business Enterprises.

The Board of Supervisors reserves the right to reject any or all bids or to waive technical or inconsequential errors and discrepancies in bids submitted in the public's interest.

Si necesita información en español, por favor llame al Telefono (626) 458-2563.



Upon 72 hours notice, Public Works can provide program information and publications in alternate formats or make other accommodations for people with disabilities. In addition, program documents are available at our main office in Alhambra (900 South Fremont Avenue), which is accessible to individuals with disabilities. To request accommodations ONLY, or for more ADA information, please contact our departmental ADA Coordinator at (626) 458-4081 or TDD (626) 282-7829, Monday through Thursday, from 7 a.m. to 5:30 p.m.



Con 72 horas de noticia, el Departamento puede proveerle información y publicaciones sobre el programa y formatos alternativos o hacer adaptaciones para incapacitados. Además, documentación sobre el programa está disponible en nuestra oficina principal en Alhambra (900 South Fremont Avenue), la cual es accesible para individuos con incapacidades. Para solicitar adaptaciones SOLAMENTE, o para mas información del ADA, pongase en contacto con nuestro Coordinador del ADA del Departamento al (626) 458-4081 o TDD (626) 282-7829, de lunes a jueves de las 7 a.m. a 5:30 p.m.

By order of the Board of Supervisors of the County of Los Angeles, State of California,
dated November 17, 2009.

Specs. 7002

SACHI A. HAMAI, EXECUTIVE OFFICER
OF THE BOARD OF SUPERVISORS
OF THE COUNTY OF LOS ANGELES

COUNTY OF LOS ANGELES

REQUEST FOR APPROPRIATION ADJUSTMENT

DEPT'S .
NO.

390-04

DEPARTMENT OF FIRE

November 17, 2009

AUDITOR-CONTROLLER:

THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. PLEASE CONFIRM THE ACCOUNTING ENTRIES AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF EXECUTIVE OFFICER FOR HIS RECOMMENDATION OR ACTION.

ADJUSTMENT REQUESTED AND REASONS THEREFOR

FY 2009-10
3 - VOTESOURCES

Fire Department
Consolidated FPD-ACO
J13-FR-50099-2000
Services & Supplies: \$78,000
DECREASE APPROPRIATION

USES

Fire Department
Consolidated FPD-ACO
Camp 8 Jet Fuel Dispensing Tank
J13-CP-65033-70952-6014
Fixed Assets - B&I: \$78,000
INCREASE APPROPRIATION

SOURCES TOTAL: \$ 78,000

USES TOTAL: \$ 78,000

JUSTIFICATION: THIS APPROPRIATION ADJUSTMENT IS NECESSARY TO PROVIDE FUNDING TO PROCEED WITH THE FIRE CAMP 8 JET FUEL DISPENSING TANK PROJECT.

ADOPTEDBOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

AUTHORIZED SIGNATURE:

LES SEIDMAN, ASSISTANT CHIEF
FINANCIAL MANAGEMENT DIVISION

BOARD OF SUPERVISOR'S APPROVAL (AS REQUESTED/REVISED)

25 NOV 17 2009

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER

REFERRED TO THE CHIEF
EXECUTIVE OFFICER FOR---☐

ACTION

☒

RECOMMENDATION

☐

APPROVED AS REQUESTED

☐

APPROVED AS REVISED

AUDITOR-CONTROLLER

BY

Karen Shikama
Oct 21 20 09

CHIEF EXECUTIVE OFFICER

BY

Jan [Signature]
Nov 4 2009

B.A. NO. 041

SEND 6 COPIES TO THE AUDITOR-CONTROLLER